

THE W. EDWARDS DEMING TRAINING AWARD

Recognizing a government organization that has achieved training excellence.

The W. Edwards Deming Training Award is presented annually to a federal government organization, or a civilian or uniformed branch of the military, in recognition of an impressive workforce development and training initiative that has measurably improved the achievement of its mission.

The award was created to encourage government and military organizations to pursue training initiatives that have a positive and direct impact on organizational performance.

This year’s award will be announced and presented at the Graduate School, USDA’s Annual Faculty Reception on September 5, 2006 in Washington, D.C. In addition, an engraved plaque will be awarded to each runner-up.



Criteria

Priority will be given to nominations that meet the following criteria:

- The workplace training initiative was outcome-based rather than activity-based; it resulted in a verifiable improvement in some aspect of the organization's performance.
- A sound rationale was evident to support the decision to utilize training (rather than alternatives) to address the organizational performance deficiency.
- A sound methodology was used to determine and objectively verify the organizational impact of the training initiative.

All submissions should meet the requirements listed in the “Completing the Nomination” section of this document. Also see Parts II, III and IV on the nomination form for additional information required in all submissions. The deadline for receipt of nominations is May 18, 2006.

The Selection Board’s Responsibilities

The Selection Board consists of a panel of leaders in the field of public administration and training who have volunteered their time and expertise to review nominations and select the annual award recipient. Before evaluation by the board, all nominations are screened for eligibility and completeness. In the event a nomination is received from a board member’s agency, the member will excuse him/herself from consideration of that nomination. The decision of the Selection Board is final.

Eligibility

The W. Edwards Deming Training Award is presented annually to a federal government organization, or a civilian or uniformed branch of the military, in recognition of an impressive workforce development and training initiative that has measurably improved the organization's performance. Individuals are not eligible for this award.

Nominated projects must have been completed within three years prior to the nomination deadline.

Recognition

The Graduate School, USDA offers the prestige of being recognized by an organization that has been committed to providing workplace development training and services to the government sector since 1921. The winner of the W. Edwards Deming Training Award will be honored in the following ways:

- Award presentation at the Graduate School, USDA Faculty Reception held September 5, 2006 in Washington, D.C.
- Profiles and press releases in Graduate School, USDA publications and on the School's Web site
- Other events and opportunities honoring contributions to the training and development of the public sector

The recipient organization joins an exemplary group of previous award-winning organizations from throughout the federal government that have been recognized for exceptional accomplishments in employee training and development.

Completing the Nomination

Completed nomination packages must be typewritten on 8 1/2 x 11-inch paper and may not exceed 16 pages of text, charts, graphs, etc. All nominations must include a one-page summary description of the training program, which may be made available to the media and interested parties. (Total package: 16 pages)

Keep in mind that the Selection Board will evaluate many nominations. Here are tips on the process of preparing a successful nomination:

- Pay close attention to the award criteria. Explain specifically how the training program meets the criteria. Focus on the results of the training on your organization's performance.
- Avoid wordiness; formulate each response concisely.
- When preparing the nomination, stress the factors that make the program exceptional or noteworthy.
- Substantiate all claims. Provide information that supports the successful results of the training program on your organization's performance.
- Avoid acronyms and jargon. Members of the Selection Board may not be familiar with agency-specific terms.

Please do not submit supplementary attachments, videos, CDs, audio cassettes or other items. Only the 16-page package will be considered by the Selection Board.

Information Also Available Online

Visit the Graduate School, USDA's Web site at www.grad.usda.gov/deming to view this instruction brochure.

Conference Call for Interested Organizations

Preparers of nominations are welcome to participate in an optional conference call, to ask questions and receive guidance regarding the award criteria.

When: Thursday, April 13, 2006
Time: 2:00 pm (EST)

E-mail pubaffairs@grad.usda.gov to register and receive dial-in information.

Nomination Form

All entries must be typewritten and may not exceed 16 pages (including your one-page summary) on 8 1/2 x 11-inch paper. All entries must be accompanied by this form and a one-page summary of the training initiative nominated.

Part I: Nominee Information

Organization Nominated (Provide the organization's name as it should be engraved on the award, if selected)		
Mailing Address of Above		
City	State	Zip
Telephone	Fax	

Part II: Time Frame

Nominated projects must have been completed within three years prior to the nomination deadline.

Starting Date of Training Initiative_____

Ending Date of Training Initiative_____

Part III: Nominee Mission

Briefly state the overall mission of the organization (or specifice unit) being nominated.

Part IV: Description of Training Initiative and Impact on the Organization’s Performance

1. Describe the purpose or desired outcome of the training initiative. What aspect of the organization’s organizational performance was the training intended to correct or improve?
2. Describe how and why it was determined that employee training and development would resolve the performance deficiency.
3. Include information on the individuals, teams or organizations that received the training and on the training design process. Show how the training effort was linked to the organization’s accomplishment of its mission.
4. Provide a timeline of the program’s primary activities.
5. Clearly explain how the training program had a positive impact on the achievement of one or more organizational goals. Identify the objective or tangible results of the training, and how they improved the organization's performance.

Part V: Nominator Information and Signature

Name and Title of Contact Person Familiar with this Submission		
Organization		
Mailing Address		
City	State	Zip Code
Telephone	Fax	E-mail
Signature		Date

All nominations must be typewritten and may not exceed 16 pages on 8 1/2 x 11-inch paper. Submit the 16-page package, including one page summary and this form, to:

Deming Award Selection Board
c/o Communications Office
Graduate School, USDA
600 Maryland Avenue SW
Suite 270
Washington, DC 20024
(202) 314-3686

All nominations must be received by 5:00 p.m. EST on May 18, 2006.
All nominations become the property of the Graduate School, USDA and will not be returned.



The W. Edwards Deming Training Award is presented annually in honor of Dr. W. Edwards Deming, in recognition of his 22-year association with the Graduate School, USDA as a mathematics and statistics faculty member and curriculum chair.

Considered the father of total quality management, Deming’s theories on quality control sparked the renewal of Japan’s economy following World War II and began the total quality movement. Dr. Deming trained thousands of people from all over the world in his theory and technologies of total quality management and statistical process control. In 1991 the Graduate School, USDA presented Deming with a Leadership Award. “Those were happy days when I worked with the Graduate School,” wrote Deming in his acceptance letter.



“Long-term commitment to new learning and new philosophy is required of any management that seeks transformation.”
W. Edwards Deming

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